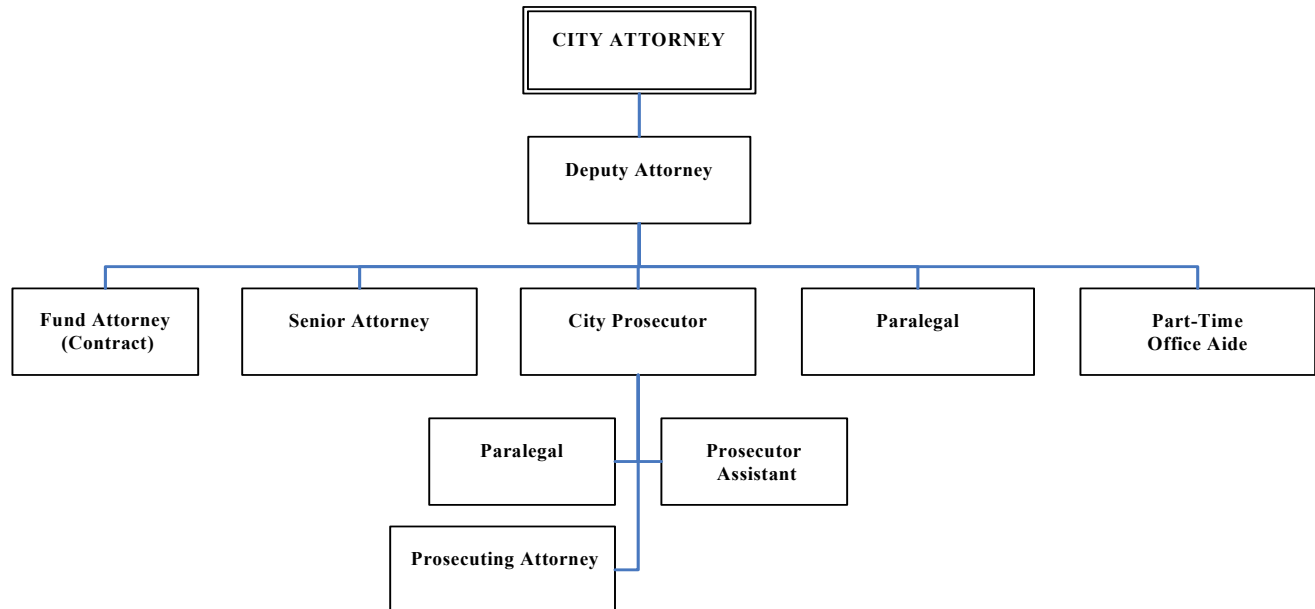


Department Organization

City Attorney



Department Description

The City Attorney is the chief legal officer of the city and is responsible for the proper administration of its legal affairs. He, or his designated assistants, have the following functions and duties:

- (1) Prosecute all charges of violation of municipal ordinances and regulations in the courts or administrative tribunals and prosecute and defend, or supervise the prosecution and defense, of all actions and appeals involving the city in all courts and before all boards, commissions, and administrative agencies.
- (2) Attend all Council meetings, unless specifically excused therefrom.
- (3) Furnish legal advice, counsel, and assistance to the Mayor, Council, and all other city officers, boards, commissions, and agencies in relation to their duties and the business of the city.
- (4) Control and direct all legal services performed by special counsel for the city, who may be retained from time to time to assist the City Attorney in providing legal services for the city; provided, however, that the City Attorney shall not be responsible in any way for counsel who (a) has not been specifically retained by the City Attorney; (b) is not paid from funds controlled by the City Attorney; and (c) is not under the actual direction of the City Attorney's office.
- (5) Assume direction of assistants and the employees of the office, subject to the limitations and requirements of the budget, appropriations, and applicable statute and ordinances.
- (6) Prepare or review all proposed ordinances and resolutions presented to the Mayor or City Council.
- (7) Approve the form of all contracts entered into by the municipality.
- (8) Prepare the necessary affidavits and verification on behalf of the city in any and all proceedings.

Department Mission

It is the objective of the City Attorney's office to serve Sandy City through the practice of law according to the highest professional standards.

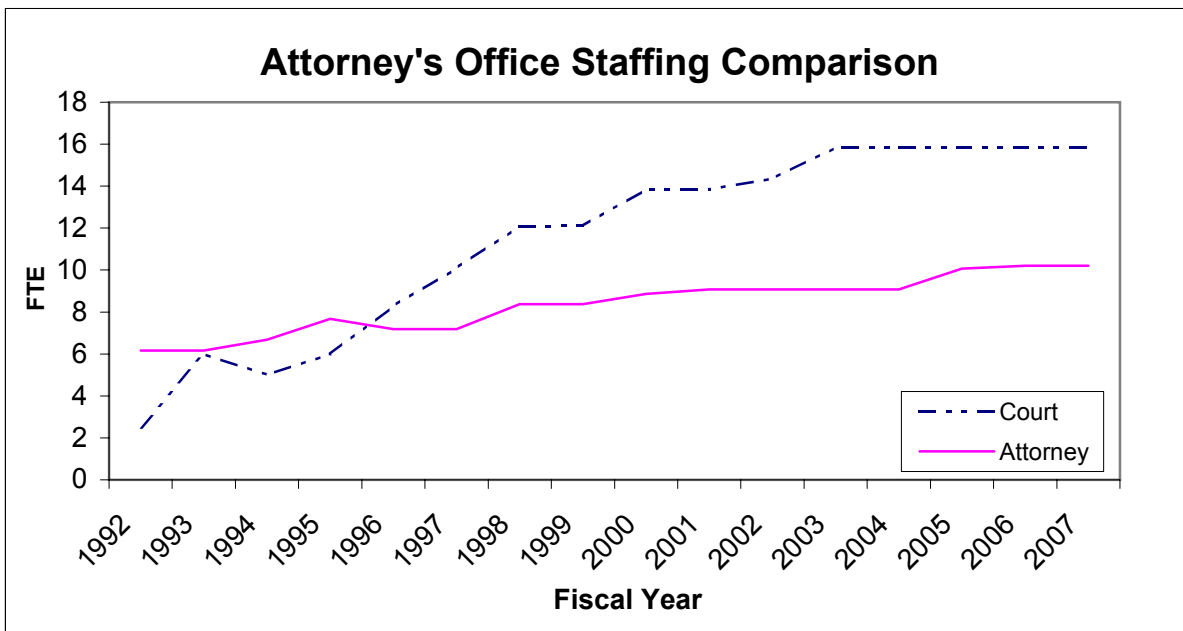
- Promote integration of police, court, and prosecution information systems.
- Transfer further prosecution functions to Justice Center.

Five-year Accomplishments

- Maintained rate of staff growth below court expansion levels.
- Streamlined information research and document retrieval.
- Retained a highly trained and efficient professional staff.
- Reduced reliance on outside prosecution services.

Performance Measures & Analysis

Expansion of justice court staff and programs increase demands on prosecution staff. Future court growth will require equivalent expansion of prosecution staff.

**Significant Budget Issues**

No significant budget issues.

Budget Information

City Attorney

Department 14	2003 Actual	2004 Actual	2005 Actual	2006 Estimated	2007 Approved
Financing Sources:					
General Taxes & Revenue	\$ 811,691	\$ 806,561	\$ 911,843	\$ 982,991	\$ 1,025,967
Administrative Charges					
31411 Redevelopment Agency	1,549	2,428	1,207	490	-
31412 Water	19,007	23,845	28,421	66,832	70,959
31413 Waste Collection	-	-	1,661	3,346	735
31415 Information Services	373	330	359	682	-
31416 Storm Water	779	1,518	1,550	12,005	12,916
31417 Alta Canyon	-	1,545	543	1,166	706
31418 Golf	-	919	2,137	-	625
31419 Amphitheater	-	-	-	-	93
314110 Recreation	-	-	-	-	362
314111 Risk Management	-	-	-	-	19,442
Total Financing Sources	\$ 833,399	\$ 837,146	\$ 947,721	\$ 1,067,512	\$ 1,131,805
Financing Uses:					
411111 Regular Pay	\$ 530,143	\$ 529,817	\$ 619,518	\$ 728,577	\$ 775,955
411113 Vacation Accrual	-	-	-	1,120	164
411121 Temporary/Seasonal Pay	36,565	43,624	33,321	21,877	22,315
411131 Overtime/Gap	25	5	103	-	-
411211 Variable Benefits	113,281	113,263	131,314	150,746	161,412
411213 Fixed Benefits	44,659	45,789	57,721	69,470	70,081
411214 Retiree Health Benefit	16,349	10,082	5,620	9,127	7,166
41131 Vehicle Allowance	9,673	9,710	9,673	9,636	10,668
41132 Mileage Reimbursement	402	59	237	800	800
41135 Phone Allowance	-	-	343	480	480
4121 Books, Sub. & Memberships	2,704	6,032	10,339	7,000	7,000
41231 Travel	4,732	4,599	8,874	2,500	2,500
41232 Meetings	1,929	1,674	2,045	900	900
41234 Education	-	-	1,387	1,000	1,000
41235 Training	-	25	1,869	1,000	1,000
412400 Office Supplies	2,433	2,294	6,957	4,900	4,900
412440 Computer Supplies	-	-	1,541	2,382	2,382
412511 Equipment O & M	-	-	-	688	688
412611 Telephone	4,548	4,129	4,194	4,951	5,977
41331 Litigation/Legal Services	16,659	19,443	3,985	6,601	6,601
41332 Prosecution Services	7,399	254	4,653	9,000	9,000
41379 Professional Services	1,359	2,164	2,922	4,000	4,000
414111 IS Charges	40,838	44,183	35,516	30,757	36,816
4174 Equipment	(299)	-	5,589	-	-
Total Financing Uses	\$ 833,399	\$ 837,146	\$ 947,721	\$ 1,067,512	\$ 1,131,805

Budget Information (cont.)
City Attorney

Staffing Information	Bi-weekly Salary		Full-time Equivalent		
	Minimum	Maximum	FY 2005	FY 2006	FY 2007
Appointed:					
City Attorney	\$ 3,056.00	\$ 4,584.00	1.00	1.00	1.00
Deputy City Attorney	\$ 2,708.00	\$ 4,062.00	1.00	1.00	1.00
Contract:					
Contract Attorney	\$ 2,579.20	\$ 3,868.80	1.00	1.00	1.00
Full-time:					
City Prosecutor	\$ 2,400.00	\$ 3,600.00	1.00	1.00	1.00
Senior Attorney	\$ 2,235.20	\$ 3,352.80	1.00	1.00	1.00
Prosecuting Attorney	\$ 1,939.20	\$ 2,908.80	0.00	1.00	1.00
Paralegal	\$ 1,280.80	\$ 1,921.20	2.00	2.00	2.00
Secretary	\$ 898.40	\$ 1,347.60	1.00	0.00	0.00
Prosecutor Assistant	\$ 1,112.00	\$ 1,668.00	0.00	1.00	1.00
Part-time:					
Secretary	\$ 11.23	\$ 16.85	0.80	0.80	0.80
Temporary / Seasonal:			1.27	0.40	0.40
Assistant City Attorney	\$ 24.24	\$ 36.36			
Law Clerk	\$ 9.96	\$ 13.59			
Office Aid	\$ 6.32	\$ 8.81			
Total FTEs			10.07	10.20	10.20

